

# SPRING MEDIA WALK-THROUGH

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2012 REPUBLICAN NATIONAL CONVENTION AUGUST 27-30 • TAMPA, FL



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# WELCOME

WALK-THROUGH AGENDA



May 14, 2012

Dear Members of the Media:

Welcome back to Tampa Bay! We're happy you could join us for the 2012 Republican National Convention's Spring Media Walk-Through. Those of you who were here for our first Walk-Through last fall will note that — while there's obviously much work still to be done — we've made enormous progress.



Today, you'll tour assigned media space in the Tampa Bay Times
Forum. A top-to-bottom renovation by Times Forum leadership has transformed the arena
into a truly world-class venue, and we think you'll be suitably impressed by the final result.
You'll also have a chance to visit the Tampa Convention Center, along Tampa's gleaming
Riverwalk. The Convention Center will be connected to the Times Forum by a shuttle
system and covered walkway, and will host media workspace, a news conference facility and
Radio Row.

Our veteran team of professionals is here to answer your questions about security, workspace, housing, transportation, parking and other logistical concerns. We have also arranged to have representatives of both Bright House Networks and the Freeman Company on hand to assist with your individual telecommunications needs and the specifications for build-out, design and furnishing of your suites.

This 40th Republican nominating convention represents a true breakthrough, as we each begin to fully embrace new communications technologies that, even a few short years ago, few could imagine. As we harness the power of these emerging technologies, this truly promises to be a "convention without walls," the most accessible event of its kind in American history.

Our staff is dedicated to providing you easy access and state-of-the-art working facilities so you can tell the story of this historic event to your millions of readers, viewers and listeners across the country and all over the world.

We know you'll enjoy your visit to Tampa Bay and that you'll find the 2012 Republican National Convention the best ever. Sincerely,

William D. Harris Chief Executive Officer Committee on Arrangements 2012 Republican National Convention

Spring Media Walk-Through Agenda Monday, May 14, 2012

1:30 p.m. – 3:00 p.m. Registration

Level 3,

Tampa Bay Times Forum

3:00 p.m. – 4:00 p.m. Briefing and Q & A

Arena Floor,

Tampa Bay Times Forum

4:00 p.m. – 4:45 p.m. Self-Guided Tour

Tampa Bay Times Forum

4:45 p.m. Depart for Tampa

**Convention Center** 

5:00 p.m. – 5:30 p.m. Self-Guided Tour

Tampa Convention Center

5:30 p.m. – 6:00 p.m. Q & A

Ballroom A,

Tampa Convention Center

**Vendor Meetings** 

Meetings with Freeman and Bright House Networks will take place May 14-16. Please contact each vendor for more information.





# **CONVENTION MEDIA CONTACTS**

Below you will find the convention media contacts for planning coverage of the 2012 Republican National Convention. For information regarding credentials, workspace and housing, please read the instructions on the following pages before making your inquiries. Additional staff contact information is located on page 21.

# Media Operations Department

The Media Operations Department fulfills all operational and logistical needs of media covering the convention. Media Operations works closely with the four Congressional Press Galleries and members of the Network Pool on issuance of credentials and allocation of workspace. In addition, Media Operations manages camera placement and cabling, assists in radio frequency coordination and satisfies any and all technical concerns involved in broadcasting the event to a public audience.

#### **Julie Shugar**

Director of Media Operations (813) 381-5588 jshugar@gopconvention2012.com

# **Communications Department**

The Communications Department responds to media inquiries, issues news releases and conducts media outreach. Communications also manages the convention's surrogate operation and will work with the nominee's press staff before and during the event.

#### James Davis

Director of Communications (813) 381-5588 jdavis@gopconvention2012.com

# **CONGRESSIONAL PRESS GALLERIES**





The Committee on Arrangements (COA) has delegated responsibility for handling and approving media applications for credentials, workspace and certain other functions to the four Congressional Press Galleries.

Each Congressional Gallery is governed by an elected committee of journalists from the membership of that Gallery. These committees have the final word on all Gallery responsibilities for the convention. Key decisions on media credentials, workspace and facilities for the convention are made by a committee of media peers rather than by a political party. This relationship between the Press Galleries and both major political parties dates back to 1912.

# **Gallery Offices**

Each Gallery will be assigned office space for the distribution of convention media credentials. Office locations will be announced at a later date. The Galleries will notify media outlets of the specific location of these offices as well as the dates and hours when credentials will be issued.

Outlets credentialed by the Special Press Office will receive information regarding credential distribution directly from the Committee on Arrangements.

No credentials will be mailed.







# CONGRESSIONAL PRESS GALLERIES

#### **Gallery Constituencies**

Media attending the convention should direct all questions concerning credentials and workspace assignments to the appropriate Gallery. Gallery contact information is available on page 22.

House Radio/TV Gallery: The Radio/TV Gallery represents radio stations, television stations, affiliate organizations, independent broadcasting groups and foreign broadcasters.

Senate Daily Press Gallery: Daily newspapers, foreign dailies, newswire services and online news organizations affiliated with daily publications should direct their questions to the Daily Press Gallery.

Senate Periodical Press Gallery: The Periodical Press Gallery facilitates the logistical needs of magazines, newsletters, non-daily newspapers and online publications.

Senate Press Photographers Gallery: The Press Photographers Gallery works with qualified photographers and news services.

COA Special Press Office: Weekly newspapers, independent bloggers, college media and other outlets that do not fit within the purview of the Congressional Press Galleries are handled by the Committee on Arrangements Special Press Office.

Freelance Journalists: News organizations that employ freelance journalists should refer all media logistics questions to the appropriate Gallery.

#### **Broadcast Networks**

The five major broadcast networks - ABC, CBS, CNN, FOX and NBC - submit their logistical requests and requirements directly to the Committee on Arrangements Media Operations department. These networks also comprise the membership of the Network Pool. However, all affiliate and auxiliary organizations and individual stations of these networks should continue to deal directly with the House Radio/TV Gallery on their arrangements.

CBS has drawn the assignment of providing personnel for the Network Pool staff. This staff functions apart from CBS's own convention operations and will serve the needs of all Network Pool members and subscribers. Inquiries about subscribing to the Pool should be made to Lorraine Lemelle at LEMELLEL@cbsnews.com. Inquiries about Pool production should be made to Pool Producer John Reade at johntreade@gmail.com.

# MEDIA WORKSPACE



Workspace for media outlets attending the 2012 Republican National Convention will be located in the Tampa Bay Times Forum and the Tampa Convention Center. Pricing information can be found in the Freeman and Bright House Networks rate guides. Additional prices and payment information are located on page 8. See pages 28-39 for building layouts and individual workspace assignments.

# Tampa Bay Times Forum

#### **Press Seating**

Writing Press Stands will be located on each side of the podium on Level 3 of the Times Forum. The Senate Daily Press Gallery and Senate Periodical Press Gallery will assign seats with writing tables within the Press Stands. Seating for outlets credentialed through the Special Press Office will be located throughout the Times Forum, and will be assigned by the Committee on Arrangements. Telephone and computer lines may be ordered through Bright House Networks for installation at specific seat locations.

#### TV Broadcast Suites

Broadcast suites for affiliates, independent outlets and other groups have been assigned and will be located among the suites on Levels 3, 4 and 5. Signage rules and regulations are listed on pages 15-16. The suites allocated to broadcasters are for news purposes only.

#### Radio Broadcast Booths

Level 7, the top tier of the Times Forum, will be the center of radio operations while the convention is in session. Individual radio positions will be assigned by the House Radio/ TV Gallery. Additional workspace for radio organizations will be located in the Tampa Convention Center. Radio representatives not assigned workspace will use the Press Filing Center in the Convention Center. The suites allocated to broadcasters are for news purposes only.

#### **Still Photo Positions**

A limited number of fixed photography positions for credentialed photographers will be provided in the Times Forum on the center camera stand as well as on two side camera pods located on each side of the podium. Photography credentials will also give bearers roaming privileges in certain parts of the Times Forum.

# Digital Darkroom

The digital darkroom will be located on Level 3 of the Times Forum. This space will allow accredited news outlets the opportunity to edit and transmit photographs from within the Times Forum. The Press Photographers Gallery will assign all camera positions and digital darkroom space.







# **MEDIA WORKSPACE**

# **Tampa Convention Center**

# **Assigned Workspace**

Workspace for organizations accredited through the Congressional Press Galleries or the Special Press Office will be located in the Tampa Convention Center. Outlets that requested workspace by the February 1 deadline should refer to the layouts on pages 36-39 for specific space assignments. Media outlets that did not request workspace, including those credentialed through the Special Press Office, will have access to the Press Filing Center. More information about the Press Filing Center is available on page 9.

#### Radio Talk Show Row

For the past four Republican conventions, Radio Talk Show Row has provided an energetic, highly popular environment for radio talk shows to broadcast and interview dignitaries, delegates, alternates, guests and others around the clock. Radio Talk Show Row will be located on Level 2 of the Convention Center. The House Radio/TV Gallery will assign all positions on Radio Talk Show Row.

If organizations are sharing adjacent spaces on Radio Talk Show Row, it is incumbent upon them to coordinate signage placement. Power for each position can be ordered through Freeman, and telecommunications services can be ordered through Bright House Networks. A diagram of Radio Talk Show Row is included on page 37.

# **Outdoor Stand-Up Broadcast Positions**

Limited outdoor stand-up broadcast positions will be available at both the Times Forum and the Convention Center. More information will be provided through the House Radio/TV Gallery no later than July 1, 2012. If you are interested in broadcasting from a specific outdoor location, please email your detailed request to mediaops@gopconvention2012.com.



# MEDIA WORKSPACE



# Stand-Up Broadcast Positions and Broadcast Suites:

# Approximate Measurements and Pricing

Stand Up Positions	Measurements	Cost	Specifics
131-156	6 ft. x 12 ft.	\$7,872.00	Level 1
421-428	5 ft. x 12 ft.	\$7,872.00	Level 4
429-432	5'6" ft. x 12 ft.	\$7,872.00	Level 4

Stand Up Positions	Measurements	Cost	Specifics
311-314, 317 & 318	Front: 12 ft. 11.5 in. Length: 39 ft5 in. Back: 18 ft. 7 in.	\$26,075.00	Level 3
321 & 322	Front: 10 ft. 1 in. Length: 39 ft. 6 in. Back: 16 ft. 3 in.	\$19,912.00	Level 3
323 & 324	Front: 10 ft. 3 in. Length: 37 ft. Back: 15 ft. 8 in.	\$19,912.00	Level 3
340	Front: 20 ft. 10 in. Length: 36 ft. 5 in. Back: 33 ft. 5 in.	\$27,756.00	Level 3
341	Front: 20 ft. 3 in. Length: 39 ft. 5 in. Back: 33 ft. 7 in.	\$27,756.00	Level 3
350	Front: 20 ft. 4 in. Length: 39 ft. 6 in. Back: 33 ft. 7 in.	\$27,756.00	Level 3
351	Front: 20 ft. 10 in. Length: 36 ft. 5 in. Back: 33 ft. 5 in.	\$27,756.00	Level 3
381 & 382	Front: 10 ft. 3 in. Length: 37 ft. Back: 15 ft. 8 in.	\$19,912.00	Level 3
383 & 384	Front: 10 ft. 1 in. Length: 39 ft. 6 in. Back: 16 ft. 3 in.	\$19,912.00	Level 3
435	Front: 22 ft. Length: 14 ft. Back: 26 ft.	\$27,756.00	Level 4
535 & 536, 538 & 539, 541 & 542, 544, 551 & 552, 554	Front: 11 ft. 4 in. Length: 26.5 ft. Back: 16 ft.	\$26, 075.00	Level 5
537, 540, 543, 553	Front: 13 ft. 7 in. Length: 26 ft. Back: 14 ft.	\$26, 075.00	Level 5
545	Front: 24 ft. Length: 33 ft. Back: 30 ft.	\$34,360.00	Level 5

#### **Payment Deadlines**

Broadcast and Stand-Up positions: The first 50% of the payment is due to Freeman by May 25, 2012. The final payment is due to Freeman by June 15, 2012. Please include the event name, company name and the specific space identification with the payment. Send to The Freeman Company, ATTN: Beth Coffey, 2200 Consulate Dr., Orlando, FL 32837-8364.

Damage deposits (\$1,000 per Radio Booth and \$5,000 per TV Broadcast Suite) are due to the 2012 Tampa Bay Host Committee by June 1, 2012. Please include the event name, company name and the specific space identification with the payment. Send to Paul Watson, Chief Financial Officer, 2012 Tampa Bay Host Committee, Inc., 101 E. Kennedy Blvd., Suite 3325, Tampa, FL 33602.



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# MEDIA CENTER COMPLEX

The Media Center will be located in Meeting Rooms 20-21 of the Tampa Convention Center. This area serves as the focal point for contact between the convention and the media.

The Media Center makes available all speeches, biographies and other background materials. It is also the distribution point for all news releases, calendars, program and other schedule updates.

This facility will include the following key operations:

#### Press Conference and Briefing Room

Located next door to the Media Center in Meeting Rooms 18-19, the Press Conference and Briefing Room will host English and Spanish language press briefings, press conferences and other media-specific events throughout the convention.

#### **Press Filing Center**

The Press Filing Center will serve the needs of media individuals and organizations that do not have assigned workspace in the convention complex. Electrical outlets, work stations and hookups for laptops and other portable computers will be available.

For the first time, the Republican National Convention is offering journalists assigned desk space within the Press Filing Center. Each position will include one position (out of two) at a 6' draped table, one chair, one 7" x 11" sign, one 500-watt outlet and one Internet drop. No additional media signage is permitted within the Filing Center. If you are interested in reserving a desk, please contact the Congressional Press Galleries no later than July 1. More information about costs for assigned positions is available in the Freeman convention rate guide.

# **Surrogate Operation**

Reporters and correspondents will be able to schedule interviews and stand-up broadcast opportunities with members of the Republican Party, including delegates, alternates, elected officials, former office holders, party leaders and other party members. The surrogate program is managed by the Communications Department.

#### Communications Services – PR Newswire

The Committee on Arrangements has again partnered with PR Newswire to distribute convention press releases, media advisories, news alerts and other information to credentialed media. In the past, this complimentary service has allowed journalists access to a secure web portal tailored to individual news preferences. Sign up online at http://media.prnewswire.com/en/jsp/registration.jsp.

# GENERAL SERVICES CONTRACTOR







Freeman has been selected as the General Services Contractor for the 2012 Republican National Convention. They have served in this role since the 1984 Republican National Convention in Dallas, Texas.

Services and equipment available from Freeman include furniture, drywall construction, room dividers or pipe-and-drape, material handling, general labor, signage, electrical distribution, cabling, aerial rigging and audio/visual services. Freeman has a long history of using recycled materials and will continue its environmentally friendly business practices at the convention. Freeman will modify the suites to be used by the affiliate and independent broadcasters as well as construct all camera stands and stand-up broadcast platforms. Freeman will handle space layouts and mark areas for setup, and will also manage media cabling within the convention complex.

Specific inquiries can be directed to:

Beth Coffey Freeman (407) 313-5850 Beth.Coffey@freemanco.com

The following functions will also be handled by Freeman or a subsidiary or subcontractor thereof:

#### Move-In

All unloading and other move-in operations including freight handling will be coordinated and supervised by Freeman. Outlets that require a move-in date prior to the access dates listed on page 12 should call Paul Vari at (727) 686-6569 to make other arrangements.







# GENERAL SERVICES CONTRACTOR

# **TECHNICAL INFORMATION**



#### Shipping and Receiving

Freeman will receive shipments at the Tampa Bay Times Forum beginning Monday, July 23, 2012 and at the Tampa Convention Center beginning Wednesday, August 1, 2012. Shipments arriving before these date may be refused by the respective facilities. Any charges incurred for early freight accepted by the facility will be the responsibility of the media organization.

Items should be shipped to:

Tampa Bay Times Forum

Company Name / Area #
Republican National Convention
C/O Freeman
Tampa Bay Times Forum
401 Channelside Drive
Tampa, FL 33602

Tampa Convention Center

Company Name / Area # Republican National Convention C/O Freeman Tampa Convention Center 333 S. Franklin Street Tampa, FL 33602

There may be a lapse in time between the delivery of your shipments to your space and your arrival. The same is true for the move-out phase of the event – the time between your departure and the actual pick-up of your materials may differ. During these times, your materials will be left unattended. Freeman recommends that you arrange for a representative to stay with your materials, or that you hire security services to safeguard your organization's property. Approved security vendors are listed on page 23.

#### **Electrical Distribution**

Freeman will have exclusive responsibility for electrical distribution within the entire convention complex. Power charges to the media will be based upon actual consumption at established consumption rates, plus charges for power distribution from central access points within the media work areas. Electrical pricing is available in the Freeman convention rate guide.

#### **Cable Routes**

Freeman will work in conjunction with the Committee on Arrangements to identify all approved cable routes in and between the Times Forum, the Convention Center and other approved media workspace locations. Freeman will manage and provide services and labor as needed to install and remove temporary media cable in public areas as required.

All media cable must follow the approved routes.

#### **Venue Access Dates**

The Committee on Arrangements gains unlimited access to the Tampa Bay Times Forum on July 15, 2012, and to the Tampa Convention Center on July 16, 2012. Unlimited access for media organizations to their assigned media work areas is currently scheduled to begin on July 23, 2012 for the Times Forum, and August 1, 2012 for the Convention Center. Earlier scheduled move-in may be available upon request to the Director of Media Operations.

#### **Telecommunications**

Bright House Networks will provide voice and data communications infrastructure in various locations around the convention complex. Bright House Networks' rate guide is available for download from the website listed below.

Bright House Networks Service Centers at the Times Forum and Convention Center will accommodate changes and provide repair services. Rates and information on convention-related telecommunications services is available from the following:

Bright House Networks (855)-2012RNC http://www.brighthouse.com/RNC

Direct fiber connectivity will be available between the Times Forum and the Convention Center. More information is available in the Bright House Networks convention rate guide.

#### **Convention Broadcast**

The Committee on Arrangements will again provide a live Line Cut of the convention proceedings and related events to subscribers. This feed will be available upon request. The Line Cut will be from multiple cameras and microphones positioned throughout the Times Forum and will include a head-on shot of the podium, wide shots of the convention floor and close-ups of individual delegates and state delegations.

This feed has been popular with many broadcast subscribers at past conventions. To subscribe, contact Anthony Landi.

Anthony Landi Media Operations Technical Coordinator (813) 381-5588 alandi@gopconvention2012.com







# TECHNICAL INFORMATION

# In-House TV Signal System

There will be an in-house cable system carrying convention coverage for media and other subscribers within the convention complex. Each individual cable drop will cost \$400 and can be ordered through Bright House Networks. Bright House will also provide a 1x4 splitter and up to four cables to connect to a HD Ready television. No converters will be provided for non-HD Ready sets.

Stations included in the cable subscription will be as follows:

- ABC (WFTS)
- CBS (WTSP)
- FOX (WTVT)
- NBC (WFLA)
- PBS (WEDU)
- BAY9
- CNN
- FOX News
- MSNBC

- Telemundo
- Univision
- C-SPAN
- C-SPAN 2
- Network Pool Feed
- Republican National Convention Feed
- Republican National Convention Briefing/ Press Conference Room Feed

# Radio Frequency (RF) Coordination

All electronic equipment (including television, radio, communication and data transmission and reception, and wireless microphones) must have their associated frequencies cleared and approved by the Republican National Convention Frequency Coordination Committee, PolComm2012. Operation of all wireless equipment will be monitored and rules of operation strictly enforced during the convention. This includes the use of any and all equipment that emits radio frequency during operation.

The application form to apply for frequency use should be completed by all organizations wishing to use the listed devices at the convention. Outlets can request frequency application forms by emailing RFrequest@broad-comm.com.

Just prior to the convention, the Enforcement Committee of PolComm2012 will schedule a series of RF tests called "Test Events." These tests will ensure that all wireless transmitters will operate correctly and without interference, regardless of the volume of radio frequencies used throughout the convention. The Enforcement Committee will organize the tests from a central location. In addition, each individual venue within the convention complex will be tested. During these tests, every transmitter scheduled to be used in the venues will be powered on in a pre-determined order. The two test events will be the Friday and Sunday just prior to the start of the convention.

# **TECHNICAL INFORMATION**



# Lights

The following guidelines will govern the use of lights within broadcast suites and stand-up positions:

- 1. Lights in sky suites should be as high on their stands as conveniently possible.
- 2. Lights should be focusable to minimize adverse effects on convention activities and adjacent suite users.
- 3. The position and stability of light stands should be secured with weights or sandbags.
- 4. Lights cannot extend beyond the confines of the skybox or suite.
- 5. Booms and c-stands must be secured with safety latches and sandbags or weights at the
- 6. Truss or any other lighting equipment cannot extend above the ceiling of the skybox or
- 7. No lighting will be permitted to extend out to areas where instruments are hanging above seated convention attendees.

Lights will be strictly prohibited on the convention floor.









# **SIGNAGE**

The following guidelines and restrictions will apply to media signage throughout the 2012 Republican National Convention complex. All signage must be approved by the Committee on Arrangements prior to installation, and will be installed by Freeman, the General Services Contractor for the convention. No signage will be permitted within, upon or around standup positions.

#### Tampa Bay Times Forum

## Sky Box Signage

Single Suites

Signs below the railing may be up to three feet high by ten feet long (3' x 10'). However, due to space restrictions, signage in suites 535, 538, 541, 544 and 552 may be up to 30 inches high by ten feet long (30" x 10").

All signage is subject to the following restrictions:

- No signage is permitted above the railing in the suites.
- No signage above the suites.
- Maximum weight may not exceed 300 lbs.
- Signs need to be sectional with segments no longer than ten feet (10').
- Signs may not block or affect in any way sight lines of seats or suites above, below or on either side of the assigned spaces.
- Signs may not extend beyond the assigned booth limits or so close to the edge or dividing line between suites as to prohibit or interfere with the proper installation of authorized signage on an adjacent booth.
- Letters and logos within the signs may be lighted from the rear (non-flashing).
- Hanging banners are not permitted.

#### Multiple Suites

Organizations assigned two suites must follow the same guidelines as those listed above for single suites, with the following exceptions:

- Signage below the railing may be up to three feet high by 20 feet long (3' x 20').
- Maximum weight may not exceed 500 lbs.
- If the suite assignment is located in a corner section of the Times Forum, all signage located therein must be affixed to the walls of each unit.

Organizations assigned more than two suites should note that the maximum size for signage is three feet high by 20 feet long (3' x 20'). Should this apply to your outlet, use the guidelines above regarding signage on single suites.

Anchor Suites

Network entities assigned a Network Anchor Suite will follow the same signage guidelines as those listed for organizations assigned two or more suites.

# **SIGNAGE**



# **Tampa Convention Center**

#### Radio Talk Show Row Signage

Signage for all positions on Radio Talk Show Row in the Convention Center must meet the following requirements:

- Signage may be up to three feet tall by 32 inches wide (3' x 32").
- Signs must be affixed to the back wall of the space.
- Signage may not drape over the front of the table.
- The preferred methods for hanging signs are hooks for sign grommets or Velcro.

# Other Signage within the Tampa Convention Center

The Committee on Arrangements will provide standard directional signage within the common areas of the Convention Center, including hallways, public catering areas and other spaces open to all credentialed visitors. There will be no media signage allowed on, within or around these locations. Signage within assigned workspace must not interfere with adjacent workspace or Convention Center common areas.

#### Signage Outside the Primary Convention Complex

Any signage mounted on buildings outside the primary convention complex (i.e., the Times Forum and the Convention Center) must be approved by the Committee on Arrangements and will be considered on a case-by-case basis. If you need more information about the signage specifications for certain buildings or locations, please contact the Director of Media Operations.

# Submission of Sign Renderings

All media organizations planning to install signage below or within assigned broadcast booth space within the Times Forum must submit a rendering including dimensions of the booth and signage. Submissions may be emailed to mediaops@gopconvention2012.com. All renderings must be submitted no later than July 1, 2012.





# **CONVENTION WEEK LOGISTICS**

# **CONVENTION WEEK LOGISTICS**



#### **Media Housing**

The Committee on Arrangements has reserved 16,000 rooms in approximately 100 Tampa Bay area hotels for the convention. Housing assignments will be completed in late spring and announced on a rolling schedule. Hotel room assignments and room confirmations will be sent from the following email address: gopconvention2012@onpeak.co. Please add this email address to your list of approved senders to ensure that you receive news, information and updates regarding your reservation.

Specific inquiries can be directed to:

Lauren Lewakowski Staff Assistant, Delegate Services llewakowski@gopconvention2012.com

At the time of booking, a valid credit card and name is required to reserve your rooms along with a \$200 deposit. Cancellation policies and any other specific deadlines will be included in your confirmation emails. All reservations require a five-night minimum time period. Extended stays both pre- and post-convention week can be requested.

Hotel rooms will only be allocated to credentialed and approved media.





# **Delegate Housing Assignments**

AL: Crowne Plaza Tampa Westshore

AK: Postcard Inn on the Beach

AS: Hilton Clearwater Beach

AZ: Embassy Suites Tampa,

Airport Westshore **AR**: Hilton Garden Inn

Tampa Ybor Historic District

CA: TradeWinds Island Resorts on

St. Pete Beach

CO: Holiday Inn Clearwater-St. Petersburg Airport

CT: Bilmar Beach Resort

DE: Wyndham Tampa Westshore

DC: Wyndham Tampa Westshore

FL: Innisbrook Resort

GA: Grand Hyatt Tampa Bay

GU: Alden Beach Resort & Suites

HI: Sheraton Suites
Tampa Airport Westshore

ID: St. Petersburg Marriott Clearwater

IL: Sheraton Sand Key Resort

IN: Holiday Inn Harbourside

IA: Sunset Vistas Beachfront Suites

KS: Hilton Garden Inn Tampa Airport Westshore

KY: Wyndham Garden Clearwater Beach

LA: Saddlebrook Resort

ME: Wyndham Tampa Westshore

**MD**: DoubleTree Suites by Hilton Hotel Tampa Bay

MA: Tampa Marriott Waterside Hotel & Marina

MI: Embassy Suites Tampa, Downtown Convention Center

MN: Sirata Beach Resort & Conference Center

MS: Hyatt Regency Tampa

MO: Tampa Airport Marriott

MT: Holiday Inn Hotel & Suites Clearwater Beach NE: Alden Beach Resort & Suites

**NV**: DoubleTree Suites by Hilton Hotel Tampa Airport, Westshore

NH: Wyndham Tampa Westshore

NJ: Sirata Beach Resort & Conference Center

NM: Holiday Inn

Clearwater-St. Petersburg Airport

NY: Hilton Clearwater Beach

NC: Hilton St. Petersburg Bayfront

ND: Bilmar Beach Resort

NMI: TradeWinds Island Resorts on St. Pete Beach

OH: Mainsail Suites Hotel & Conference Center

OK: Best Western Bay Harbor Hotel

OR: Sheraton Sand Key Resort

**PA**: DoubleTree by Hilton Hotel Tampa Airport, Westshore

PR: Hilton Clearwater Beach

**RI:** Clearwater Beach Marriott Suites on Sand Key

SC: Innisbrook Resort

SD: Shephard's Beach Resort

TN: Safety Harbor Resort & Spa

TX: Saddlebrook Resort

USVI: Crystal Palms Beach Resort

UT: Hilton Tampa Airport Westshore

VT: Wyndham Tampa Westshore

VA: Clearwater Beach Marriott Suites on Sand Key

WA: Holiday Inn Hotel & Suites Clearwater Beach

WV: Sheraton Suites

Tampa Airport Westshore

WI: Hyatt Regency Tampa

WY: Sheraton Suites

Tampa Airport Westshore







# **CONVENTION WEEK LOGISTICS**

# **CONVENTION SECURITY**



# Transportation and Parking

Orlando-based SP Plus Gameday has been selected to provide transportation services for the convention. Gameday will manage a fleet of 300 modern, air-conditioned buses and other services. The media will have access to the bus system operating between the convention complex and designated hotels during convention week.

A step-on, go-now shuttle system for the media will provide immediate continuous service throughout the convention period covering the short distance between the Times Forum and the Convention Center. An enclosed walkway will be provided as an option for those who choose to walk.

America's Natural Gas Alliance will run a complimentary shuttle between downtown Tampa, St. Petersburg, Clearwater and other select locations. Additional information, including a list of stops and the shuttle schedule, will be available at a later date.

Parking will be permitted both before and after the convention in areas surrounding the convention venues. Standard, pre-established rates will apply during this time.

A limited number of media parking spaces will be available within the convention complex during convention week for a fee of \$150 per space. All parking spaces will be assigned by the Congressional Press Galleries. To reserve a space, please contact the appropriate Gallery. Networks and the Network Pool should submit their parking requests directly to the Media Operations staff.



# **Private Security Firms**

Arrangements and contracts for private security will be the sole responsibility of each individual media organization. Approved private security companies are listed on page 23. Each approved firm is licensed by the state of Florida. If you wish to contract with a company that is not listed below, please contact the Committee on Arrangements for approval and credentialing. Media organizations must notify Committee on Arrangements Security of any security companies or individuals hired to work within the convention complex no later than July 25, 2012.

Specific inquiries can be directed to:

Committee on Arrangements Security Division (813) 381-5588 securityops@gopconvention2012.com

#### **Prohibited Items**

The following items are prohibited within the Tampa Bay Times Forum and the Tampa Convention Center. Questions regarding these regulations should be directed to the Committee on Arrangements Security Division.

- Weapons
- Plastic replicas of weapons
- Firearms
- Knives (regardless of size)
- Explosives
- Fireworks
- Toy guns
- Baseballs
- Umbrellas\*
- Poles and sticks
- Laser lights and laser pointers
- Coolers
- Whole fruit
- · Container of any type: bottles, cans or spray containers
- Aerosols
- Mace/Pepper spray
- Tripods for cameras\*\*

- Sharp and/or pointed objects: razor blades, scissors, knitting needles, etc.
- Screw drivers
- Leatherman or similar tools
- Voice enhancement devices, such as bullhorns\*\*
- Whistles or drums, unless authorized by convention officials
- Banners, signs or placards
- Flashlights, unless authorized by the Committee on Arrangements Event Production or Security divisions
- No unopened envelopes or packages will be permitted inside the 2012 Republican National Convention perimeter. All items must be opened and available for inspection/screening.
- \*Unless provided by the Committee on Arrangements or the 2012 Tampa Bay Host Committee
- \*\*Does not apply to media





# ADDITIONAL CONVENTION CONTACTS

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#### **Committee on Arrangements**

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COA Security Division (813) 381-5588 securityops@gopconvention2012.com





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Daniel Turner Network and Cable Liaison dturner@gopconvention2012.com

Lauren Lewakowski Staff Assistant, Delegate Services llewakowski@gopconvention2012.com

# **Congressional Press Galleries**

#### House Radio/TV Gallery

Olga Ramirez Kornacki, Director (202) 226-5715 rtvconventions2012@mail.house.gov http://radiotv.house.gov

#### Senate Daily Press Gallery

Joe Keenan, Director (202) 224-0241 http://www.senate.gov/galleries/daily

#### Senate Periodical Press Gallery

Ed Pesce, Director (202) 224-0265 http://www.senate.gov/galleries/pdcl/

# Senate Press Photographers Gallery

Jeff Kent, Director (202) 224-6548 Press\_Photo@saa.senate.gov http://www.senate.gov/galleries/photo/index.htm

# **Official Vendors**

# **General Services Contractor**

Beth Coffey Freeman (407) 313-5850 Beth.Coffey@freemanco.com

#### **Telecommunications**

Bright House Networks (855) 2012RNC http://www.brighthouse.com/RNC









# ADDITIONAL CONVENTION CONTACTS

# Other Approved Vendors

# **Catering Vendors**

Tampa Bay Times Forum

Bruce Ground General Manager Sportservice (813) 301-6500 bground@dncinc.com

Tampa Convention Center

Barbara Tyler Director of Catering Sales ARAMARK (813) 274-7779 tyler-barbara@aramark.com

Additional approved catering vendors will be announced in the near future.

#### Floral Vendors

Botanica International Design Studio Ian Prosser, Owner Zoe Gallina, Creative Director 1713 W. Cypress St. Tampa, FL 33606 (813) 831-0965 www.botanicaflorist.com

Buds, Blooms & Beyond Mary Conte, Owner 11234 W. Hillsborough Ave. Tampa, FL 33635 (813) 818-9600 www.budsbloomsandbeyond.com

The Potting Shed J. Sharon Smith, Owner 4127 S. MacDill Ave. Tampa, FL 33611 (813) 831-1969

# **Security Vendors**

Admiral Security Hector Rivera (305) 942-1993 hrivera@admiralsecurity.com

G4S Secure Solutions Marty Martinez (813) 391-2178 marty.martinez@usa.g4s.com

Global Elite Group Bryan Davis (516) 252-7164 bdavis@globaleliteinc.com

Iron Eagle Security Roosevelt Robinson (813) 443-2124 Roosevelt@ironeaglesecurity.com

J. Fauntleroy & Associates Jeffree Fauntleroy (800) 265-4578 Agent426@yahoo.com

Sentry Event Services, Inc. John Harper (727) 235-2186 jharper@sentryeventservices.com

The Securus Group Lenny Whetsel (609) 774-6484 lwhetsel@thesecurusgroup.com

Wayne Black & Associates Wayne Black (305) 372-3748 wbb@wbgroup.us

# **NOTES**



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For all your planning and small business needs, check out the 2012 Tampa Bay Host Committee's Small Business Network Directory for a listing of over 500 Tampa Bay small businesses! Visit

# smallbusiness.2012Tampa.com

for the complete directory.





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